



“YOU WANT TO BE A PART OF THIS!”

ACCOUNTANT, SR

What would a typical day on the job be like — what work would I do?

Are you passionate about crunching numbers and interpreting financial data? Are you looking to make an impact in your local community? This could be the opportunity for you!

This position is responsible for the administration and oversight of complex professional accounting work involving research, analysis, preparation and maintenance of financial records and reports for the Human Services department. This position may also supervise other financial functions within the department.

Day to day, you will be responsible for the supervision, coordination, and administration of your team for preparing and maintaining complex financial reports and statements in the City's Financial Accounting System. In this position, you can expect to take the lead on the agency's purchasing card administration, oversight of department grants, coordination of accounts payable, ledger management, and budget monitoring for Statewide and Citywide programs. In addition to the daily functions, you would also assist with the development and updating of accounting systems and preparing various financial reports and statements. There will be some research and analysis required to compile annual budget data.

This position frequently works with City departments relating to accounting systems and procedures. You could also provide assistance to internal and external auditors in auditing financial statements and records. Communication, customer service, and supervision skills will all come in handy in this position!

How much money can I make?

The salary range for this position is \$52k-\$91k, and is competitive based on qualifications and experience. In addition to salary, the City offers a comprehensive benefits package designed to meet all of our employee's needs!

What does career advancement look like in this position?

There is room for career advancement from this position! The Senior Accountant position is held within the Human Services department, with exciting opportunities for development, cross-training, lateral movement, and growth into management positions.

What are the qualifications for this position?

This position requires a Bachelor's Degree in Accounting, Business Management, Finance or a related field with course work equivalent to a major concentration in accounting and 3-5 years of progressively responsible professional accounting experience or an equivalent combination of education and experience, including 1-2 years of supervisory experience. Knowledge of human services accounting principles and practices is preferred, but not required.

In addition to education and experience, an acceptable general background check to include a local and state criminal history check and sex offender registry check will be required. A valid driver's license with an acceptable driving record is also required.

Why should I work for the City of Newport News?

The City of Newport News is an organization committed to excellence in public service with strong communication and teamwork. As an established employer of choice in the Hampton Roads area, the City is also dedicated to maximizing employee potential. Join the City Newport News and embrace the City's values of "Commitment, Caring and Collaboration."

Other stuff that's good to know:

The City of Newport News offers a comprehensive benefits package to include a Virginia Retirement System defined benefit and defined contribution plan, medical, dental, vision, and a variety of wellness initiatives. We offer great training programs for new and current employees, competitive pay, and paid time off! Come join a team that treats you like family and emphasizes open communication!

TO APPLY:

If interested in learning more about this opportunity, including position requirements, and to apply visit www.nnva.gov/jobs.